

Date: - 14/08/2019

NOTICE

A Meeting of IQAC is scheduled to be held on **20th August 2019** in the IQAC room at 1.30 P.M. The agenda of the meeting would be as follows:

- 1) To read and confirm the proceedings of the previous meeting held on 11.05.19
- 2) Issues arising out and action taken report of the previous meeting.
- 3) Constitution of Steering Committee for NAAC
- 4) Miscellaneous, if any, with the permission of the chair.

You are requested to kindly attend

Ranjana Das
(Ranjana Das) 14/8/19

Co-ordinator

Guru Nanak College Dhanbad

A meeting of the IQAC was held in the IQAC room today, i.e., 20.08.2019 at 1.30 p.m. The following members were present:

- 1) Prof. P. Shekhar - Chairman IQAC
- 2) Sardar R. S. Chahal - President, Guru Nanak College, Dhanbad
- 3) Sardar Diljaun Singh Grewal, Secretary, Guru Nanak College, Dhanbad
- 4) Dr. Gopal Sandilya - H.O.D. Commerce Department
- 5) Prof. Arvind Kumar - H.O.D. Hindi Department
- 6) Dr. Sanjay Prasad - H.O.D. Economics Department
- 7) Prof. Santosh Kumar - Department of Commerce
- 8) Mr. Sadhan Kr. Mishra - Non-teaching Representative
- 9) Ms. Anuradha - Student Representative
- 10) Sri Sanjay Kumar Singh - PTI
- 11) Sri Amaresh Kumar Choudhary - College Alumni
- 12) Sri Amarendra Kishore Sahay - Govt. Pleader Dhanbad - Academician outside the College
- 13) Dr. Ranjana Das - Co-ordinator, IQAC

Proceedings

1) The proceedings of the previous meeting held on 11.05.19 were read and confirmed.

2) Issues arising out and action taken report of the previous meeting held on 11.05.19:

a) It was informed by the Principal that the proposal for Skill Development add-on programme for our undergraduate students was sent to the IGNOU Regional Centre Ranchi, Ranchi on 4th August 2019 for starting 6 months add-on course identified by the college in the last meeting. The Regional Director, IGNOU Regional Centre Ranchi was kind enough for approving this proposal vide email dated August 7, 2018. He also wanted the Principal to send Bio-Data of the academicians per programme for activation of the programme.

The members of IQAC felt happy with the development.

3) The members felt concerned about the college website which needed to be strengthened so that the site could become dynamic and detailed. It was approved that every necessary support be given to the Principal and Co-ordinator of I.Q.A.C. for strengthening the website of the college.

4) Since the College will have to undergo the 2nd cycle of assessment and accreditation by NAAC in 2020, a steering committee was constituted for going through the new system introduced recently, and to support the college for successful assessment and accreditation in 2020. The steering committee consisted of the following members:

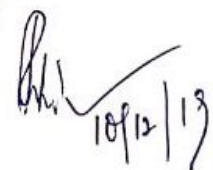
i) P. Shekhar - Principal

ii) Dr. Ranajana Das - Co-ordinator, I.Q.A.C.

iii) Prof. Santosh Kumar - Asst. Professor, Dept. of Commerce and Bursar

5) There being no other matter the meeting ended with a vote of thanks to the chair.

Confirmed.


10/12/19

Ranjana Das
20/8/19

Date: - 05/12/2019

NOTICE

A Meeting of IQAC is scheduled to be held on **Tuesday 10th December 2019** in the IQAC room at 1.30 P.M. The agenda of the meeting would be as follows:

- 1) To read and confirm the proceedings of the previous meeting held on 20.08.19
- 2) Issues arising out and action taken report of the previous meeting held on 20.08.19
- 3) To discuss the concept of S.S.S.(Student Satisfaction Survey)as introduced by N.A.A.C.
- 4) Miscellaneous, if any, with the permission of the chair.

You are requested to kindly attend

Ranjana Das
05/12/19
(Ranjana Das)

Co-ordinator

Guru Nanak College Dhanbad

A meeting of the IQAC was held in the IQAC room today, i.e., 10.12.19 at 1.30 p.m. The following members were present:

- 1) Prof. P. Shekhar - Chairman IQAC
- 2) Sardar R. S. Chahal - President, Guru Nanak College, Dhanbad
- 3) Sardar Diljaun Singh Grewal, Secretary, Guru Nanak College, Dhanbad
- 4) Dr. Gopal Sandilya - H.O.D. Commerce Department
- 5) Prof. Arvind Kumar - H.O.D. Hindi Department
- 6) Dr. Sanjay Prasad - H.O.D. Economics Department
- 7) Prof. Santosh Kumar - Department of Commerce
- 8) Mr. Sadhan Kr. Mishra - Non-teaching Representative
- X9) Ms. Anuradha - Student Representative
- 10) Sri Sanjay Kumar Singh- PTI
- 11) Sri Amaresh Kumar Choudhary-College Alumni
- 12) Sri Amarendra Kishore Sahay-Govt. Pleader Dhanbad-Academician outside the College
- 13) Dr. Ranjana Das - Co-ordinator, IQAC

Proceedings

1) The proceedings of the previous meeting held on 20.08.19 were read and confirmed.

2) Issues arising out and action taken report of the previous meeting held on 20.08.19:

a) It was informed by the Principal that five 6 months add-on courses identified and approved by the I.G.N.O.U. will have to wait for sometime as Regional Centre at Ranchi has some technical hitch over activation of these courses.

b) The Principal informed that the work on assessment and accreditation of the 2nd cycle had been started and it was expected that the IQA would be submitted by the end of the March or early April.

c) It was informed by the Principal that the College website is being re-strengthened with a view to having dynamic details of activities and various other things since 2015.

3) It was discussed in detail by the members on initiative of the Co-ordinator I.Q.A.C. regarding the new concept of Student Satisfaction Survey (S.S.S.). The feedback system which already exists in the College, which are collected from parents and students during departmental P.T.M's should be a guiding force for S.S.S. introduced by the N.A.A.C.

The Principal and the Co-ordinator were requested to come up with fresh proposals in the next meeting for requisite effective steps to be taken for making this mechanism successful.

5) There being no other matter the meeting ended with a vote of thanks to the chair.

Ranjana Das
10/12/19

GURU NANAK COLLEGE, DHANBAD

Date: -11/05/2020

NOTICE

A Meeting of IQAC is scheduled to be held on **Saturday 15th May 2020** in the IQAC room of the College at 11.30 A.M. The meeting will be held maintaining the social distancing norms.

The agenda of the meeting would be as follows:

1. To read and confirm the proceedings of the previous meeting.
2. Issues arising out of the previous meeting.
3. To present the 4th AQAR submitted online to NAAC on 03/03/2020
4. To review the analysis made by the committee for scrutiny and analysis regarding feedback received from parents/students.
5. To review the online classes organised by the teachers of the College.
6. To recommend having online internal examination for the students 6th semester.
7. To recommend to the College management regarding developing video conferencing facilities /virtual classroom in the premises of Vocational Studies Department.
8. To recommend to the management regarding developing language laboratory in the College.
9. Miscellaneous, if any, with the permission of the Chair.

Ranjana Dás
Ranjana Dás 4/5/20
(Co-ordinator)

Guru Nanak College Dhanbad

A meeting of the IQAC was held today **May 15th 2020** at **11:30 A.M.** in the IQAC Room. The following members were present:

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|--------------------------------|---|----------------------------------------|
| 1. Prof. P. Shekhar | - | Chairman IQAC |
| 2. Sardar R. S. Chahal | - | President, Guru Nanak College, Dhanbad |
| 3. Sardar Diljaun Singh Grewal | - | Secretary, Guru Nanak College, Dhanbad |
| 4. Dr. Sanjay Prasad | - | H.O.D. Economics Department |
| 5. Prof. Santosh Kumar | - | Department of Commerce |
| 6. Mr. Sadhan Kr. Mishra | - | Non-teaching Representative |
| 7. Dr. Varsha Singh | - | Special Invitee |
| 8. Dr. Ranjana Das | - | Co-ordinator, IQAC. |

Proceedings

1. The proceedings of the previous meeting held on **10/12/2019** were read and confirmed.
2. Issues arising out and action taken report.
 - a) The Principal spoke at length regarding the new situation obtaining in academic institution throughout the country. During the period of lockdown it has not been possible to organise meetings of this kind.
 - b) He said that I.I.Q.A. of the College could not be submitted in the month of April as planned earlier. Since it is of paramount importance that the College undergoes the process of 2nd cycle of assessment and accreditation at the earliest, a focused steering committee was formed to give final shape to S.S.R. within the time frame so as to submit the I.I.Q.A. before the end of July, and S.S.R. before the end of September. The following persons were included in the core committee for preparing the S.S.R.:-
 - 1) Prof. P. Shekhar- Principal
 - 2) Dr. Ranjana Das- Co-ordinator, I.Q.A.C.
 - 3) Prof. Santosh Kumar
 - 4) Dr. Varsha Singh
3. The fourth AQAR submitted to the NAAC on 03/03/2020 was brought for review; and was appreciated.
4. The report of the "Committee for scrutiny and Analysis" was presented before the house. In all, more than 1176 parents/students came during the Parents Teachers' Meeting organised by the College on the different dates subject wise.

Generally the parents and the students spoke highly about the initiative of the College not just in academic matters but also in extra-curricular activities such sports and games, extension activities such as N.C.C./N.S.S and cultural activities of the Department of Creativity.

The parents in particular were vocal about their sentiments and recorded their appreciation for the efforts of the College in the feedback form. But the following issues were highlighted during the meeting:

1. Suggestions to update the library facilities.
2. Request to provide regular update about College through S.M.S.
3. Suggestions to provide bus facilities.
4. Complaints against the library staff for being rude.
5. Complaints against the office staff for being impolite.
6. Request for canteen in the College.

The members felt concerned about the issues highlighted by the parents and students and decided to recommend that library facilities must be updated at the earliest.

The Principal informed that books worth more than 5 lakhs had been ordered for purchase in the library and modernization of the library had been resumed since the College reopened after the period of lock down. He said that the library facility would be updated before long.

The complaint against the library staff of Women's Wing campus and staff for being impolite were noted with seriousness. The members requested the principal to take corrective action in this matter.

4. It was informed to the members that during the period of lock down, the teachers of the College have taken proper initiative for taking classes online. Since the lock down was sudden and the decision for engaging classes was taken suddenly, a uniform platform could not be decided on.

But it was a matter of satisfaction that the teachers of the College including part time teachers engaged in online classes; and curriculum for the 2nd, 3rd and 6th semester have been nearly completed.

About 70% of the total number of students enrolled with the College were connected with the online classes. The members recorded appreciation for teachers of the College, and

advised the principal to organise workshops for the teachers so as to make online classes better organised and more effective.

5. Since the authorities of B.B.M.K.U. Dhanbad have decided to hold the 6th semester examination sometime in July and it is most unlikely that students would be asked to come to the College for appearing at the internal examination, it was recommended that internal examination for the students of the 6th semester be organised online.

6. The members felt that the add-on-course of Communicative English could be made more effective if the College could develop a language laboratory. The Principal was advised to take up the issue with College management.

7. Since, the U.G.C. has given a firm direction that HEIs must deliver a minimum of 25% of the curriculum online, even in post corona period, it was decided to request the College management to make available video conferencing facility/virtual classroom in the College.

8. It was decided to submit the following proposal to the U.G.C. for Certificate/Diploma Courses before 30th June 2020.

- 1) NGO Management.
- 2) Business Skills.
- 3) Functional English
- 4) Tourism Studies.
- 5) Environmental Studies.

8. There being no other issue to discuss the meeting ended with a vote of thanks to the Chair.

Ranjana Das
(Ranjana Das) 15/5/20
Co-ordinator